



Montgomery County Department of Permitting Services

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What is a Special Inspection?

Inspection of construction requiring the expertise of an approved Special Inspector to ensure compliance with the IBC code edition currently enforced by Montgomery County and the approved construction documents.

Special inspections can be continuous or periodic as defined and required by the 2015 International Building Code (IBC) or as amended by the County.

Who Will Conduct Special Inspections and Tests?

Where application is made to the County for construction of structures subject to special inspections, the owner or the owner's authorized agent, other than the contractor, shall employ one or more approved agencies to provide special inspections and tests during construction for the types of work specified in Chapter 17 of the IBC and the [Montgomery County Special Inspections Program Manual](#). The applicant shall submit a [Statement of Special Inspections](#) in accordance with IBC as a condition of permit issuance.

Special Inspector Qualifications:

Prior to start of construction the approved agency shall provide written documentation to the County demonstrating the competence and relevant experience or training of the special inspectors who will perform the special inspections and tests during construction. Experience and training shall be considered relevant where the documented experience or training is related in complexity to the same type of special inspection or testing activities for projects of similar complexity and material qualities.

What Other Inspections Are Required?

For projects that are subject to special inspections and are over three stories, the following additional inspections shall be conducted by approved third party registered design professionals:

1. Architectural Inspections- Section 1.3 of Montgomery County Special Inspections Program Manual and IBC, Chapter 17
2. Mechanical Inspections -Section 1.7.5 of Montgomery County Special Inspections Program Manual
3. Energy Conservation Inspections -Sections 1.3 (d) and 1.7.5 (m) of Montgomery County Special Inspections Program Manual
4. Green Building Inspections as applicable

What the Applicant Shall do Prior to Permit Issuance?

For every project whose elements are subject to special inspections, the owner or the owner's authorized agent must do the following as a condition of permit issuance:

1. Review and comply with the requirements of the Montgomery County Special Inspections Program Manual
2. Complete and return the Montgomery County Statement of Special Inspections
3. Set-up a pre-construction meeting with DPS representatives to review the requirements of the Montgomery County Special Inspections Program. The meeting shall take place after plans have been reviewed by the County reviewers but prior to issuance of the permit

What are the Costs Involved?

All fees and costs related to the performance of Special Inspections provided by a third party are paid by the owner and are not regulated by DPS.